



PADUCAH PARKS & RECREATION  
ALWAYS SOMETHING TO DO!

# Camp Noble Parent Packet 2024





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## **Paducah Parks & Recreation**

2701 Park Ave  
Paducah, Kentucky 42001

April 1, 2024

Dear Parents:

Paducah Parks & Recreation is happy to welcome you and your camper back for another summer camp packed full with excitement and adventure. Also, welcome if this is your first summer camping with us. We are overcome with enthusiasm for all of your campers to arrive and greet nature, gain new skills, meet new friends and create memories that will last a lifetime. Our team is busy crafting new activities and games to boost our camp programming to new horizons. We will be bringing in special guests for select weeks and presenting brand-new themes to amplify the goings-on of each and every week.

Our camp is a place for all campers to feel safe and accepted. Campers will be placed in co-ed groups according to their grade levels. They will travel together with their group during the day, partaking in activities consisting of team challenges, classic recreational activities like arts & crafts, getting in touch with nature, and special themed events.

This Parent Packet is to help guide you through the process of getting your camper ready for the experience that awaits them. These pages are here to inform you on camp procedures and guidelines and to answer questions you may have concerning our operations.

We thank you from the bottom of our hearts for entrusting us to give your child the best summer camp experience conceivable. Our endeavor is to exceed your expectations.

Sincerely,

Paducah Parks & Recreation



## What Should My Camper Bring?

Our primary guideline for preparing your camper is to remember that your child will be outside all day. They will be playing in the summer sun with other campers around them. Please make sure what your camper wears is camp or school appropriate. Camp is a G-rated experience so everyone can feel welcome.

### Footwear

Closed toe shoes should be worn at all times even on their way to the pool. Tennis shoes are a good choice. Open toe shoes like sandals will cause problems while your child is playing with other campers. It is common for toes to get stepped on and closed toe shoes will help to prevent this.

It is just as important for shoes to be well-worn in. Brand new shoes cause blisters and are just uncomfortable at camp. Please do not send your camper with inadequate foot wear like brand new shoes, flip flops or sandals. Campers will be required to wear proper shoes at all times unless they are in the pool.

### Clothes

Campers should be dressed in comfortable clothes that you don't mind getting dirty. T-shirts and shorts are usually a good option. There is no need to dress your camper in new clothes or bring anything expensive to camp. In addition to this, it is important that your child is able to put their clothing on by themselves (bathing suits, etc.). Extra clothes are great for your camper to have in their backpacks. Extra shorts, socks and underpants would be recommended for your camper to bring to camp. Pro tip: always bring a raincoat.

### Swim Clothes

Swimsuits and towels need to be taken on swim days. Campers are not allowed to wear regular clothes or gym shorts into the pool. Boys need to bring trunks with a mesh lining inside. One-piece swimsuits are recommended for girls. Swimsuit must be approved by Parks & Recreation Pool Staff.

### Other Items

Every camper needs to bring a backpack to camp. Sun block and bug spray are nice to have but please refrain from bring any type of aerosol cans. They will just spray themselves and their fellow campers in the face. Campers bringing personal items like toys are not a good idea either.



## **No Electronics of Any Form or Function is Allowed.**

Electronics will just get broken, wet, or lost at camp. Our staff will try to obtain any electronic items at the beginning of the day. However, Parks & Recreation cannot be held liable for broken, stolen or lost items.

## **Quick Pack List**

- Worn in closed toe shoes
- Clothes
- Extra shorts, underwear and socks
- Raincoat
- Swimsuit and towel
- Non-aerosol bug spray and sun screen
- Backpack
- Water bottle
- Plastic bag for wet clothes or other items
- Limit personal items like toys
- No phones or tablets

## **Pool Days**

Campers need to be prepared for pool days. Pool Days are Wednesdays and Fridays. It will be helpful to always pack a swimsuit and towel for your camper. Always pack a plastic bag for campers to put wet clothes in.

## **Special Events**

Special events will be planned throughout the different sessions of camp. Camp Staff may ask their campers to bring special items, like a cowboy hat. However, your camper will still be able to participate in all activities if they forget to bring items for special events. We will also have outside visitors coming to do additional programs. Campers will remain in Bob Noble Park for the entirety of their camp experience with the exception of weekly field trips.



## **Camp Policies & Procedures**

### **Inclement Weather**

Expect camp to meet if there is a chance of showers. We will have an indoor space if conditions worsen with rainy day activities planned. The Camp Director and Camp Staff will constantly be watching for signs of severe storms and watching weather forecasts. Severe weather procedures will be followed in case of a severe storm. We will have multiple indoor spaces if shelters are required. The Noble Park Pool and the Arts & Crafts Building will serve as our severe weather shelters. The Paducah Parks & Recreation Staff will contact parents by phone if camp ends early due to extreme weather.

Please call our cancellation line at 270-444-8621 for cancellation information if morning weather conditions are severe. The line will be updated at least thirty minutes before the start of camp.

### **Medication at Camp**

Medications prescribed by doctors that are to be taken on a regular basis may be brought to camp each day in the original containers with dosage and frequency clearly stated on the original labels. All medications must be placed in a plastic Ziploc bag labeled with the name and age of your child. Medication such as antiseptics and acetaminophen should not be brought to camp. Prescribed medication will be kept by staff in their first aid kits. Medications must be administered by the child at the appropriate time. Camp Staff will carry antiseptics and other supplies in their first aid kits.

In the event of a medical emergency; Camp Staff will call 9-1-1 and follow all recommendations set forth by 9-1-1 dispatch. Any and all medications will not be administered by staff unless instructed to do so by 9-1-1 dispatch and only with parent/guardian approval on the Medical Authorization Form.

Fill out the Medication Authorization Form if your camper will need medications at camp.

### **Summer Food Program**

Breakfast and lunch will be provided through the Paducah Public Schools Summer Food Program. A calendar of scheduled lunches will be available on request. Please note any food allergies on the registration form.



## Pick Up and Drop Off Procedures

The Pick Up and Drop Off Authorization Form must be completed and on file for each camper before they arrive at camp.

*Pick Up and Drop Off is at Picnic Shelter 19 in Bob Noble Park.*

### Pick Up Procedure

All guardians and authorized persons must show a picture ID before signing out their camper. Persons picking up campers without an ID will not be allowed to leave with campers. Also, Persons will not be allowed to leave with a camper if they are not on their Pick Up and Drop Off Authorization Form. Campers are not allowed to sign themselves out. Authorized persons must be at least 18 years of age.

Campers must be signed out before leaving camp for the day. Do not leave without your camper signing out with Camp Staff.

Please contact the Parks & Recreation Office directly involving court orders and/or custody conditions. This will require special attention by Camp Staff.

### Pick Up and Drop Off Times

Dropping off campers must be no earlier than the start of camp which is 8:30am. All campers must be promptly picked up at the end of the camp day at 4:30pm. Camp Staff will not be available to stay before or after with your child. Call the Parks & Recreation Office at 270-444-8508 if an emergency situation arises.

### Changes to Pick Up and Drop Off Authorization Form

The Pick Up and Drop Off Authorization form cannot be altered. The original authorizer must complete a new form and turn it in to the Parks & Recreation Office. Any changes, additions or deletions to the form warrants completion of a new form.

### Early Pick Up

Please notify Camp Staff in advance of early pick-up times.

Campers must be signed out before leaving camp for the day. Do not leave without your camper signing out with Camp Staff.



## Behavior and Discipline Policies

All parents and guardians must read and review these Behavior and Discipline Policies with their camper before they arrive at camp. You and your camper are required to sign and date the Behavior and Discipline Policies section of the Camp Forms Acknowledgement & Agreements to confirm they are fully aware of their expectations.

Paducah Parks & Recreation works hard to provide an environment that is fun, educational, recreational and safe for all of our campers. Therefore, we will not tolerate dangerous or disrespectful conduct from our campers.

Our Camp Staff will reward your camper for positive behavior. However, when necessary, we will sit campers out during games, activities and pool time.

### Examples of Unacceptable Behavior

- Physical or mental abuse of other campers, staff, or oneself (Bullying)
- Physical altercations (kicking, hitting, slapping, punching, pushing, etc.)
- Leaving designated areas without permission
- Destruction of property
- Profanity and/or disrespectful language
- Threatening violence to other campers or staff
- Jeopardizing the health or safety of themselves, other campers or staff
- Refusing to listen when directions or guidelines are given by staff
- Throwing trash on park grounds

*The above list is not all encompassing. Paducah Parks & Recreation Staff will use their judgement to determine what behaviors warrant consequences.*

### Disciplinary Policy

Discipline for unacceptable behavior will be determined by Camp Staff and will depend on the specific situation. Certain behaviors will warrant suspensions and/or dismissal from the Summer Camp Program. Suspensions and length of suspensions will be determined based on the severity of the action of the camper; and are up to the discretion of the Paducah Parks & Recreation Staff. Suspensions may require a camper to be sent home early from camp.

Refunds will not be distributed to campers suspended from camp.